

Understanding the Standard for Disaster Management in Queensland

Prompt Sheet: Accountabilities of Outcome 7

AP7

Capability integration

Capability integration involves entities building their capabilities together in a way that complements existing capability within the community. Capability integration is dependent on a shared understanding of the goals that guide the sector, and the ability to share and manage resources appropriately.

Outcome 7: Resources are prioritised and shared with those who need them, when they need them

The following questions are intended to be used as prompts for entities to think about how the Accountabilities might apply to their own circumstances.

Governance

Roles and responsibilities have been identified, agreed to, and documented

- Which entities have a role or responsibility to manage and share resources and information?
- Have these entities agreed to perform these roles? Where is it documented?

Entities have been authorised to carry out their delegated responsibilities

- Do the entities involved in managing and sharing resources and information have the authority they need to do so?

The authorising environment for decisions and approvals has been identified and agreed to, and is being utilised

- What is the authorising environment that is in place for entities when managing and sharing resources and information, and are decisions and approvals being made in the way agreed to?

Arrangements are in place for reporting on and monitoring the outcomes of decisions and actions

- What is the process for reporting on the decisions made about the management and sharing of resources and information?
- What arrangements or processes are in place for monitoring the outcomes of decisions made around managing and sharing resources and information?

Decisions are recorded as they are made, and their implementation is monitored

- Where are decisions made about how resources and information are managed and shared recorded? Are these decisions recorded as they are made?
- How are decisions about the management and sharing of resources and information monitored? Does this monitoring help to ensure that the decisions result in the intended outcomes?

Doctrine

Roles and responsibilities are based on relevant doctrine

- Which doctrine is your entity's role and responsibilities around the management and sharing of resources and information based on?

The action or activity is based on relevant doctrine

- Which doctrine is the way that your entity manages, and shares resources and information based on?

Doctrine is agreed and shared between entities

- Is the doctrine that informs the way that your entity manages, and shares resources and information agreed and shared between entities?

Common language is being used, and terminology is agreed and consistent with doctrine

- Is common language used when managing and sharing resources and information?
- Is the language and terminology used when managing and sharing resources and information consistent with the relevant doctrine?

People

Enabling networks and relationships between individuals and entities, both formal and informal, have been established and maintained

- Have the other entities that are involved in managing and sharing resources and information been contacted?
- Have you developed a professional (and/or personal) relationship with the other entities/people that your entity works with when managing and sharing resources and information?

Training requirements are documented, and the necessary skills and knowledge are being met

- Have the training needs related to managing and sharing resources and information been identified and documented?
- Have the people responsible for managing and sharing resources and information successfully completed the identified training as needed?

Opportunities are provided for on-the-job training and development

- Are other personnel in your entity given opportunities to learn how resources and information are managed and shared, where they haven't been before?
- Have additional personnel been trained on how to manage and share resources and information, where they are not primarily responsible?

Upskilling and cross-training provide a reserve of personnel

- Do multiple personnel in your entity, other than those whose primary role it is, know how to manage and share the resources and information that your entity is responsible for?

Enablers

Enablers are in place, are fit for purpose, and are being used in line with agreed protocols

- Does your entity have all of the equipment that it needs in order to manage and share the resources and information that it is responsible for?
- Are there processes and procedures in place for how to use the equipment needed to manage and share resources and information, and are they being followed?

Enablers are accessible to the relevant entities, including the community if necessary

- Do the people in your entity who manage and share resources and information have access to the enabling equipment that allows them to perform their duties?

Enablers meet the needs and requirements of all relevant entities

- Do the enablers that your entity has in place to assist with managing and sharing resources and information work the way they are intended to, and do they meet your entity's needs?

Benchmarks for the performance of enablers have been established and are being met

- Do the enablers that your entity has in place to manage and share resources and information meet the minimum requirements that your entity has set for them?

Alternatives or backups are in place

- Are there alternative resources or equipment available that could be used to manage and share resources and information if the primary enablers fail or are not available?
- Are resources and information able to be managed and shared from a different location or in a different way, should the primary method fail or not be accessible?

Continuous Improvement

An established lessons management process is being undertaken

- Does your entity have an established lessons management process in place that can include the management and sharing of resources and information?

The capabilities required have been identified, documented, and aligned to recognised and accepted training methodology

- Has your entity identified the capabilities that it needs in its workforce to successfully manage and share resources and information? Have those capabilities been aligned to the training required to develop them?

A variety of exercising and testing methods are being conducted and evaluated

- Does your entity test the ways that it manages and shares resources and information? Are they included in exercising?

Insights are included in a lessons management process

- Does your entity include insights about managing and sharing resources and information in its lessons management process?

Lessons identified are shared with other entities, and with the community when relevant

- Does your entity share the lessons it identifies about managing and sharing resources and information with other entities, and with the community when relevant?

Improvements are made based on insights gained through testing, exercises and operational activity

- Does your entity make improvements to the way that it manages, and shares resources and information based on insights gained through testing, exercises and operational activity?

Contact

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